

HS

December 3, 2001

To: Distribution

From: H/Associate Administrator for Procurement

Subject: NASA Plans for Managing International Space Station (ISS) Utilization

This memorandum provides guidance to NASA personnel on communicating with prospective offerors about an upcoming procurement. Several studies have described the use of a nongovernment organization (NGO) to conduct research utilization and commercialization management activities in the United States share of the ISS. The studies may be found on the internet at <http://commercial.hq.nasa.gov/rnp.html>. NASA is preparing a report to Congress that will describe a plan for the NGO concept.

Already, these studies have generated intense interest among prospective offerors. Several of these offerors have contacted NASA officials for meetings and information about our plans. In order to keep the public informed about our plans and any resulting procurement, I am designating a point of contact for inquiries. We will also establish an internet site for providing information.

NASA employees who receive inquiries about the NGO concept and NASA's plans for managing ISS utilization should refer the inquiries to:

David Beck, Procurement Analyst, Code HS
Email address: dbeck@hq.nasa.gov
Telephone: (202) 358-0482
Fax number: (202) 358-4065

Responses to inquiries will appear on the internet at the following site:
http://spaceresearch.nasa.gov/research_projects/ngo.html/

signed by R. Scott Thompson, acting for
Tom Luedtke

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